

Assembly, Operating & Maintenance Instructions

Remove all items from the carton. Verify all pieces before assembly.

BURO METRO II CONNECT CHAIR

PART LIST

KEY	QTY	DESCRIPTION
1	5	Castors
2	1	Base
3	1	Gas Lift
4	1	Gas Lift Cover
5	1	Mechanism
6	1	Seat
7	1	Backrest Screw
8	1	Backrest
9	1	Backrest Post + Cover
10	1	Seat Depth Knob
11	1	Allen Wrench M5
12*	1	Adjustable Footring
13*	1	Footring Adjustment Knob

* Parts required for architectural chairs only.

CARE & MAINTENANCE

GENERAL CARE

To maintain the appearance of non-upholstered parts wipe the surface with a clean cloth dampened with a mild detergent solution. Do not remove any parts for separate cleaning. Do not saturate the fabric or interior with water or other cleaning liquids. Do not shampoo clean. Do not clean with hot water extraction machine. Do not clean with onsite drycleaning machine. Protect from direct sunlight, heat and weather.

FABRIC UPHOLSTERY CARE

Wipe with a clean cloth dampened with a mild upholstery detergent solution. A soft bristle brush may be used to remove ingrained soil. Spot clean as above. Treat spills and stains as soon as possible. Persistent stains may require treatment by a professional cleaner. May be cleaned with dry powder cleaners. Allow to dry thoroughly before reuse.

UPHOLSTERY & FOAM SPECS*

FOAM

Flame Resistant: Ca117 Section A Part I & Section D Part II

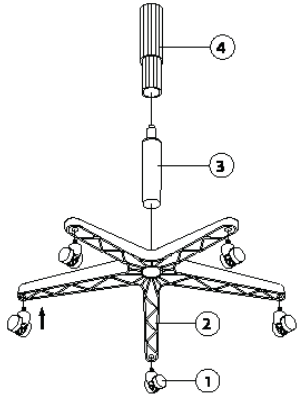
UPHOLSTERY: FABRIC

Flame Resistance: Ca117 Section E Class I

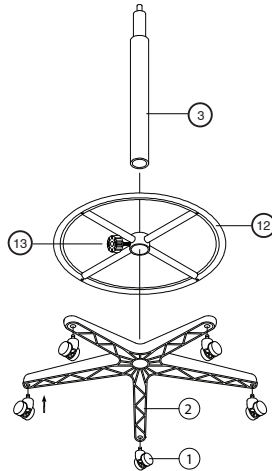
*This applies only to standard Buro stock. Any customer specified upholstery may not meet these specifications.

STEP 1

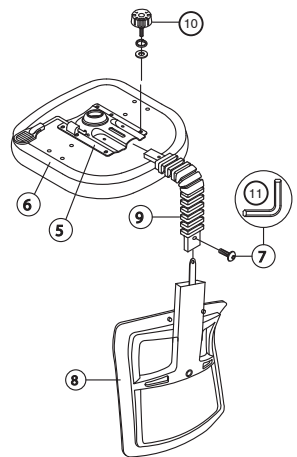
Standard chair assembly



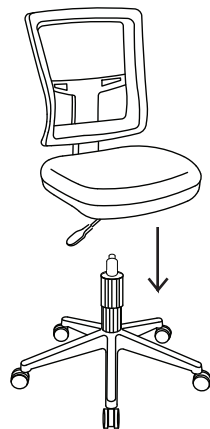
*Architectural gaslift & footing assembly



STEP 2

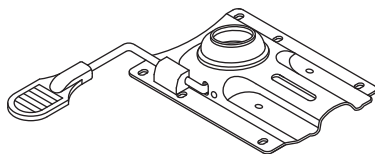


STEP 3



MECHANISM OPERATING INSTRUCTIONS

NOTE: Do not operate the mechanism levers unless properly seated in the chair.



A. Pneumatic seat height adjustment



PREVENTATIVE MAINTENANCE & WARNING!

- Use this product only for seating one person at a time.
- Do not use this chair as a step stool/ladder.
- Do not sit on any part of the chair except the seat.
- Do not use this chair on uneven floor surfaces.
- Do not interfere with the operating of the gas lift.
- Do not use chair unless all bolts, screws and knobs are tight. At least every six months check all bolts, screws and knobs to ensure they are tight.
- If any parts are missing, broken, damaged or worn do not use the product until repairs are made using factory authorised parts.
- Dispose of packaging properly.
- Plastic bag is not a toy.
- Do not use plastic bag as a head covering as it may cause suffocation.
- Failure to follow these warnings could result in serious injury.

RECOMMENDED SEATING POSITION & OPERATING INSTRUCTIONS:

To ensure maximum enjoyment, comfort & safety when using this chair, please familiarise yourself with the following recommended seating positions & operating Instructions as detailed below;

1. Sit on the chair to operate the chair functions.
2. Lift the right hand Gas lift lever paddle (A) to lower the seat to the desired seat height position. To raise the seat, lift the right hand Gas lift lever paddle (A) while supporting your own weight off the seat.

NOTE: A suitable seat height position maybe influenced by your working environment e.g. the height of the work surface. Your forearms should be as close to horizontal as possible when working at your work surface & your feet should resting flat on the floor or on a solid surface.

3. To adjust the back depth, locate the seat knob (10) under the seat. Untighten the knob (10) and slide 'in or out' the back post (8). When the desired back depth has been found re-tighten firmly the seat knob (10).
4. Adjust the back height ratchet by slowly lifting the backrest (8) to the preferred height. To lower the back, raise the back to the highest position possible allowing the back to release, it will then reset to the lowest position.
5. Loosen the centre footing knob by rotating anti-clockwise and then slide the footing up or down the gaslift column to the desired height. Firmly tighten the centre knob clockwise to secure the footing into place.

NOTE: A suitable footing height is achieved when your feet are resting flat on the footing providing maximum comfort and support in your seated position.

SAFETY NOTE: To avoid tipping: a) Only adjust the back of the chair when the seat height is in the lowest position and your feet are firmly on the floor. Always keep your back mechanism LOCKED when raising the Architectural chair to bench height. b) Avoid using the Architectural footing as a ladder when ascending or descending the chair. Using a fixed flat surface, bench or working surface is highly recommended for this operation.